

Government Agencies Technology Exchange for Manufacturing (GATE-M)

Meeting Summary and Action Items

September 28, 2001

NIST, Gaithersburg, MD

GATE-M Charter

SUMMARY

- The draft charter was parsed by meeting participants, producing an edited revision
- See GATE-M Charter, Version 9.28.01

ACTIONS

- Each agency determine who is its appropriate signatory (*as soon as possible*)
- Each agency forward the charter to the signatory authority for signature, and begin whatever review process is required for signature (*as soon as possible*)
- Each agency report on the progress and issues encountered when processing the charter for signature (*at the next GATE-M Panel meeting*)

Deliverables of GATE-M Panel

SUMMARY

- The following list was generated:

Internal Deliverables

- GATE-M website
- Identification of the customers of the GATE-M Panel, as a prerequisite to the identification of customer requirements
- Identification of each agency's mission and manufacturing needs to reduce perceived duplication of effort among the agencies
- A plan for collaboration among the agencies
- A list of initial issues to be addressed by the Panel
- The conduct of an annual program review
- A summary/report of the annual program review
- An inventory of relevant manufacturing programs and labs from the participating agencies
- An annual review of the IMTI MAST database to ensure its relevance and currency to the manufacturing projects of the participating agencies

External Deliverables

- A framework for a national initiative (for example, an initiative on Security for Manufacturing)
- A national manufacturing conference

ACTIONS

- Each agency review the deliverable lists, and bring comments to the next GATE-M Panel meeting (*at the next GATE-M Panel meeting*)

Process for Annual Cross-Agency Program Reviews

SUMMARY

- An annual program review will be conducted, per the GATE-M deliverables, in some to-be-determined manner.

ACTIONS

- none

Need for Subpanels / Ad Hoc Committees

SUMMARY

- Per the revised charter, The GATE-M Panel will establish subpanels and working groups as needed.
- Subpanel functions may include review of manufacturing technical programs, provision of technical advice to the GATE-M Panel, and exploration of specific technology areas.

ACTIONS

- none

GATE-M Relationship with IMTI

SUMMARY

- The MAST system developed by IMTI may be used by the Panel and any subpanels that may be established as a tool to assist in the identification and coordination of relevant technical and other project-level information
- The Panel agreed that a support contractor was not required at the beginning stages of Panel activity, but left open the possibility that a contractor may be required in the future. Additional details regarding the possible procurement of a support contractor were not discussed in any definite sense.
 - It was decided that the items covered in the IMTI proposal dated June 6, 2001, would be addressed by the Panel at a later meeting, when they would be more relevant
 - The Panel also agreed that such address of these items, should it occur, would likely be performed by technical staff of the various participating agencies.
- NIST agreed to assume initial responsibility for conducting the administrative duties required to support the GATE-M Panel, including creating the GATE-M website and coordinating meetings.

ACTIONS

- NIST communicate Panel decisions to Richard Neal, IMTI (*as soon as possible*)
- NIST produce a report summarizing the discussion and actions of the September 28 meeting and distribute to Panel members (*as soon as possible*).

- NIST coordinate date and location of the next GATE-M Panel meeting, targeting the end of October or beginning of November (*as soon as possible*)
- NIST develop and post a GATE-M website (*as soon as possible*)

Commitment to National Agenda

SUMMARY

- The Panel reviewed the NACFAM white paper titled, Basic Manufacturing Science and Technology Initiative, agreeing that there should be a general GATE-M support and provision of info to this Initiative
 - The Panel agreed that the GATE-M deliverable of a framework for a national initiative would serve as GATE-M input to the NACFAM national agenda, doing this in such a way that would link manufacturing to current hot initiatives &/or programs, and most importantly, focus on the role of the federal government in such an initiative

ACTIONS

- NIST communicate Panel discussions to NACFAM (*prior to next GATE-M meeting*)

GATE-M Participation

SUMMARY

- Representation from the various agencies was discussed, and the following decisions were made:
 - DARPA should be invited to participate
 - Gary Waggoner would continue to be invited to represent the DOD Services and serve as the DOD Alternate on the Panel
 - Sam Baldwin would be invited to provide additional representation for DOE
 - Invitations should be extended to other agencies as appropriate, including (but not necessarily limited to the DOT, FAA, EPA, and NIH.
- Other representatives from other, non-government organizations would be invited as appropriate to serve as advisors to the Panel, including organizations from industry and academia

ACTIONS

- DOD (Dan Cundiff) will take responsibility for identifying and inviting a DARPA representative to participate on the Panel (*by the next GATE-M meeting*)
- Hank Kenchington will determine the appropriateness of extending an invitation to Sam Baldwin as an additional DOE representative and take appropriate action (*by the next GATE-M meeting*)
- All Panel members will provide input to the Panel for representatives from other agencies to invite to participate in GATE-M (*for discussion at the next GATE-M meeting*)
- NIST will invite Toni Maricheaux, the Director of the Board on Manufacturing and Engineering Design; and Richard Neal, the head of IMTI, to participate on the GATE-M Panel as advisors (*as soon as possible*)

Schedule of GATE-M Panel Meetings

SUMMARY

- The Panel agreed to meet again by the first week of November. Meeting agenda items would include input from agency regarding feedback on the Charter signature process, as well as other assignments associated with defined deliverables and action items from the September 28 meeting

ACTIONS

- NIST will coordinate the scheduling and conduct of the next GATE-M meeting. (*as soon as possible*)